

REGULAR MEETING OF HALLAM BOROUGH COUNCIL

December 14, 2020

The regular meeting of the Hallam Borough Council was held virtually using the GoToMeeting platform at 7:00 p.m. with the following members present: President Bill Fitzpatrick, VP Harry (Chip) Smith, Jr., Melody Stine, arriving at 7:04 p.m., Matthew Flinchbaugh, Kim Krotzer, Cindy Knox and Crystal Weston.

Sharon Dupler, Secretary, Sherry Myers, Zoning Officer and Treasurer, Attorney Devon Myers, CGA Law Firm, Derek Rinaldo, C.S. Davidson, Inc., and to the best of my knowledge the following attendees: Chief Doug Pollock (Hellam Township Police), Adam Marden (SVEMS), Phil Smith, Chris Courogen (Lancaster Newspapers), Eric Strittmatter (Friendship Fire Co.), Jamie Dunkelberger, Deanna Graham, Trudy Metzel, Daniel and Jennifer Harsh, Susan Horner and Michael Jacobson.

Crystal moved, seconded by Matthew to approve the November 9th minutes. Motion passed unanimously.

The monthly police report was distributed earlier. There were 38 calls for the month of November in the Borough. The police department is continuing to work through technical issues with the new Cody reporting system. Lieutenant Heistand is managing the Police One training program. He gives the officers an assignment every week and they must complete that assignment before the end of the week. There were no questions on the report.

The monthly ambulance report was distributed earlier. There were 7 calls for the month of November in the Borough. There were no questions on the report.

The monthly fire company report was distributed. There were 3 calls and 0 false alarms for the month of November in the Borough. The contract for the replacement of Engine 21-2 has been signed with an expected delivery date of October 2021. The current 1994 Seagrave Engine will be put up for sale in the near future.

Attorney Devon Myers stated that Governor Wolf has issued temporary COVID-19 mitigation orders in effect until January 4, 2021. The only restriction that affects the Borough is the gathering of no more than 10 persons.

Devon, Derek and Kim Hogeman (York County Land Bank) participated in a conference call regarding applying for demolition funding for 299 Frysville Road. Additional funding may be available to assist with any shortfalls that are encountered with the demolition of 295 and 297 Frysville Road. The application process will need to be done in two steps due to the timeline of funding by the grant. Derek, on behalf of the Borough, will attend the York County Economic Alliance (YCEA) meeting on December 17, 2020 for authorization to move forward in the application process for the demolition funding.

There was some discussion on the sinkhole repair at 290 Orange Street. As per the Pennsylvania Borough Code, the Borough is responsible for anything in the street and within the right-of-way. Derek will visit the site to take measurements and give to Sharon. Once an invoice is received from Roy Campbell, the contractor, Council will determine who is responsible for the excavation and restoration costs.

There was discussion on the 259 West Market Street Land Development Plan which the Hallam Borough Planning Commission recommended approval of at their December 7, 2020 meeting. President Fitzpatrick passed the gavel to Chip and moved, seconded by Matthew to approve the 259 West Market Street Land Development Plan as submitted. Chip made a counter motion that the plan not be denied but to put the plan on hold until all of the zoning issues have been addressed. After some discussion on the interpretation of the zoning ordinance and this particular plan, Chip moved, seconded by Matthew modifying Bill's motion that it is to be noted on the Land Development Plan for 259 West Market Street that the property cannot be used by anyone other than a relative of the property owner. Motion passed unanimously.

Derek provided copies of the easement agreements which need to be executed for the Cherry Avenue Bridge replacement project. Structural drawings will be completed in January 2021.

The West Beaver Street Swale Project (Sam's Ditch) is out to bid. Bid opening is scheduled for December 22, 2020. Matthew confirmed with the Recreation Authority that the fencing along the eastern side of the creek can be removed as the contractor wishes. Derek will update the bidding documents accordingly. As an update, Derek sent a packet of information to the residents involved in the project area.

Derek received preliminary notice of award for funding for the 2019 Frysville Road Hazard Mitigation Grant application. Hopefully something more formal will arrive before the end of the year.

Council directed Derek to prepare a CDBG (Community Development Block Grant) Grant application for the Emig Park pedestrian bridge project along with some other ADA improvements throughout the park. Chip moved, seconded by Cindy to pass Resolution 2020-12, authorizing the Borough Engineer to prepare the CDBG Grant application for the Emig Park improvements. Motion passed unanimously.

There was discussion on replacing the Borough’s welcome sign at the east end of town. Council will get estimates for review.

Chip prepared an employee tool use policy for approval. Kim moved, seconded by Cindy to approve the employee tool use policy. Motion passed unanimously.

Sue Horner gave a verbal invitation to go Christmas caroling in the Borough on December 20, 2020 from 5:00 p.m. to 7:00 p.m. and then end at the Front Porch Tea Room for hot chocolate and cookies.

Sherry gave the Zoning Officer report. There were no questions on her report.

Sherry gave the monthly Treasurer's Report.

Checking Account Balance.....	\$10,867.95
Receipts – Deposits + Interest.....	\$54,622.65
From MM.....	\$0.00
To War Memorial.....	\$0.00
To Debit	\$1,201.33
Expenditures Check #6836 to Check #6856.....	\$39,353.62
Checking Account Balance.....	\$24,935.65

Crystal moved, seconded by Matthew to approve the December Treasurer’s report. Motion passed unanimously.

Crystal moved, seconded by Chip to approve the Highway Aid with a balance of \$87,378.87. Motion passed unanimously.

Sharon presented the 2021 Code Administrators contract for execution. Crystal moved, seconded by Kim to enter into an agreement with Code Administrators Inc. for Uniform Construction Code (UCC) services for the year 2021. Yes-Bill, Melody, Matthew, Kim, Cindy, Crystal. Chip abstained. Motion passed.

Council received a thank you card from the Eastern Area Senior center. The center will be closing at the end of 2020 due to the COVID-19 restrictions and fallout. Sharon asked Council if the 2020 donation should be mailed since they are closing. Matthew moved, seconded by Chip authorizing Sharon to contact the senior center to question if they have any outstanding debt and if not, the funds should be put back into the General Fund budget. Motion passed unanimously.

There were two applications submitted for the substitute Crossing Guard position. After some discussion, Matthew moved, seconded by Crystal to appoint Josh LaRose as primary back up Crossing Guard and Jennifer Harsh as a secondary back up Crossing Guard pending the background checks. Motion passed unanimously.

Cindy stated that three (3) estimates were received for lawn maintenance at Emig Park; Keith Flaharty, Kevin McCabe and Wit Works. Matthew moved, seconded by Melody to proceed with Wit Works proposal if the price includes removing the leaves completely. After some discussion, Matthew rescinded the motion. Kim moved, seconded by Chip to table the Emig Park lawn maintenance discussion until the cost from Wit Works includes removing the leaves from the park. Motion passed unanimously.

Kim revisited the War Memorial restoration project. Wit Works submitted a proposal for restoring the War Memorial in the amount of \$2,500.00. After reviewing the previous proposal from Steve Dellinger and the estimate from Wit Works, further clarification from Wit Works is needed to determine what exactly is being done to repair the Memorial. Matthew moved, seconded by Chip to table the War Memorial discussion until a cost on the mortar caps is received from Wit Works to be able to compare the two estimates. Motion passed unanimously.

Sharon presented Resolution 2020-10, Filling a Vacancy of a Member of the Eastern York Recreation Authority on Behalf of Hallam Borough. This resolution reaffirms the motion made at the November Council meeting appointing Mike Jacobson as a Borough representative to the Eastern York Recreation Authority. Matthew moved, seconded by Crystal to pass Resolution 2020-10, Filling a Vacancy of a Member of the Eastern York Recreation Authority on Behalf of Hallam Borough. Motion passed unanimously.

Cindy moved, seconded by Crystal to adopt the 2021 General Fund budget. Motion passed unanimously.

Chip moved, seconded by Matthew to pass Resolution 2020-11, Fixing the Tax Rate for the Year 2021 with a tax rate of 3.80 mills for General Purposes and a tax rate of 0.87 mills for Fire Tax. Motion passed unanimously.

Chip moved, seconded by Kim to cancel the December 24, 2020 Council meeting. Motion passed unanimously.

Chip moved, seconded by Matthew to set the 2021 meeting schedule as posted on the agenda but changing the time to begin Council meetings to 6:30 p.m. instead of 7:00 p.m. Motion passed unanimously.

Chip moved, seconded by Melody to adjourn at 9:34 p.m. Motion passed unanimously.

Secretary,
/s/ Sharon L. Dupler